

# ROUTING AND RECORD SHEET

SUBJECT: (Optional)

ISB Offsite - 5-6 November 1987

FROM:

SA/EXDIR  
7E12 HQS

EXTENSION

NO.

ER 4551-87

DATE

20 October 1987

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Executive Registry  
7E12 HQS

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*B-209-IR*

ER 4551-87  
20 October 1987

MEMORANDUM FOR: Information Systems Board

STAT FROM: [redacted]  
Special Assistant to the Executive Director

SUBJECT: ISB Offsite - 5-6 November 1987

STAT 1. The Information Systems Board will be meeting [redacted]  
during 5-6 November. Time should have been reserved on your  
calendar. An agenda for the meeting is attached.

2. Please confirm that you will be attending by 26 October.  
The Executive Director has asked that attendance be limited to  
principals. I will also need to know your travel preferences.  
If you will be flying, you should plan to meet the van in front  
of the Headquarters main entrance at 7:15 on 5 November.

STAT /signed/  
[redacted]

Attachment

STAT DCI/EXDIR [redacted] (20 Oct 87)

Distribution:

STAT Orig - Each ISB member

STAT 1 - DD/OC

STAT 1 - [redacted] OP/DSS

1 - [redacted] DCI Admin

STAT 1 - [redacted] OIR/IHS

STAT 1 - [redacted], IMS/SG

1 - [redacted] DS&T

1 - [redacted], OS/ISG

1 - ER

1 - ISB File

Attachment

INFORMATION SYSTEMS BOARD MEETING

Thursday, 5 November 1987

STAT



Agenda

10:00-10:45      Opening Remarks.    The Executive Director will review recent progress towards improved management of information technology within the Agency. He will also discuss the ISB agenda for the coming year.

STAT

10:45-11:30      DA Plans.    [Redacted] Chairman of the DA User's Group, will describe plans for information systems within the Directorate of Administration.

11:30-12:45      Lunch.

STAT

12:45-13:15      DCI Area Plans.    [Redacted] DCI Area ADP Control Officer, will describe plans for information systems within the DCI Area.

STAT

13:15-14:15      DI Plans.    [Redacted] Chief of the Information Handling Staff within OIR, will describe plans for information systems within the Directorate of Intelligence.

14:15-14:30      Break.

STAT

14:30-15:30      DO Plans.    [Redacted] Special Assistant to the Chief of Systems Group within IMS, will describe plans for information systems within the Directorate of Operations.

STAT

15:30-16:30      DS&T Plans.    [Redacted] DS&T Information Management Officer, will describe plans for information systems within the Directorate of Science and Technology.

16:30-18:00      Supper.

INFORMATION SYSTEMS BOARD MEETING

Thursday, 5 November 1987

STAT



Agenda (continued)

- 18:00-18:30      OC Plans. The Deputy Director of Communications will describe efforts to improve management of the network. He will also discuss long-range plans for modernizing the network.
- 18:30-19:30      OIT Plans. The Director of Information Technology will summarize progress in modernizing applications, workstations and telecommunications systems. He will describe efforts to focus attention on customer service. He will also discuss the goals and priorities of his office.

INFORMATION SYSTEMS BOARD MEETING

Friday, 6 November 1987

STAT

Agenda

08:00-09:30 Discussion of Responsibilities. The need to clearly define the responsibilities of individual components for management of information technology was expressed at last year's offsite. A proposed "strawman" statement of responsibilities will be discussed.

09:30-09:45 Break.

STAT  
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09:45-10:45 Information Security Strategy. [redacted] Chief of Information Security Group within the Office of Security, will present both the strategy and plans for dealing with the security challenges posed by information technology.

10:45-12:00 FY90/91 Program Strategy. The Deputy Comptroller will describe the approach being used to put together the FY90/91 program. The Executive Director will discuss the investment priorities for the information technology portion of the program.

12:00-13:15 Lunch.

13:15-14:45 Wrap-up. The discussion of investment priorities will continue. The results and any action items generated during the meeting will also be reviewed.